

**DOD TRANSPORTATION AGREEMENT -
TRANSFER OF CIVILIAN EMPLOYEES TO AND WITHIN
CONTINENTAL UNITED STATES**

(48 Contiguous States and the District of Columbia)

**A. DATE REPORTED AT
PERMANENT DUTY
STATION (YYMMDD)**

B. NAME OF EMPLOYEE *(Last, First, Middle Initial)*

**C. SIGNATURE OF DESIGNATED CIVILIAN PERSONNEL
OFFICER**

1. 5 U.S.C. 5724, as amended by Public Law 89-516, provides, under certain conditions for travel, and transportation expenses of the employee and his or her immediate family, movement and storage of household goods and personal effects, and certain other allowances incident to a transfer to and within the continental United States. By regulation, the Department of Defense provides that the allowances contained therein shall not be authorized unless the employee agrees in writing to remain in the Government service for 12 months. Accordingly, to establish eligibility for the authorized allowances, the following agreement must be executed.

2. I understand and agree that:

a. I will remain in Government service for at least 12 months beginning with the date I report for duty at my new duty station, unless separated for reasons beyond my control and acceptable to the employing activity.

b. If I fail to fulfill the terms of this agreement, or if I am removed for cause before expiration of the required period of service, I will upon demand, repay to the Government a sum of money equivalent to that expended by the Government for transportation and subsistence of myself and dependents, cost of shipment of my household goods and personal effects, if involved, and other related allowances incident to my transfer, from beginning point of travel to duty station. I authorize the employing Department or Agency to withhold any final pay due to me to apply against or liquidate any indebtedness arising from a violation of this agreement. I understand that the amount of indebtedness will be determined in accordance with the provisions of Chapter 4, Part H, JTR, Volume 2, which provides, in connection with a transfer to the continental United States, that I will be credited with any unused earned entitlement for return transportation and travel to my place of actual residence upon separation from my overseas duty station.

3. I understand that the period of service as specified in this agreement is for the purpose of establishing my eligibility for the travel and transportation allowances, and other related allowances which may be authorized.

4. I also understand that, except as provided in JTR, par. C4100, I will not be entitled to any further transfers (Permanent Change of Station) within the DoD, at Government expense, for a period of 12 months from the date of this transfer. This policy does not preclude my acceptance of another position for which permanent change of station expenses may not be allowed.

D. SIGNATURE OF EMPLOYEE

E. DATE SIGNED
(YYMMDD)